

CENTRAL WASHINGTON UNIVERSITY
CENTER FOR TEACHING AND LEARNING
NCATE – TASK FORCE
March 7, 2006
Black Hall 228-19

ATTENDING: Cathy Bertelson, Marwin Britto, Bobby Cummings, Jim DePaepe, Martha Kurtz, Connie Lambert, Steve Moore, David Shorr Stephanie Stein

GUEST: None

MEETING CONVENED: The meeting was called to order at 2:05 PM

CHANGES TO AGENDA: None

APPROVAL OF NOTES: No notes to approve

HANDOUTS DISTRIBUTED:

- CTL Assessment Spreadsheet
- Sample of Standards/Artifacts Alignment Matrix
- Evidence for Meeting Each Standard (from NCATE Handbook)

NEW BUSINESS:

- Assessment System Progress Report

Jim DePaepe asked that everyone review the Assessment System Progress Report and report any additions or corrections. Barbara Sisko will send copies to the NCATE Task Force members not in attendance for their input as well. Jim will update the report for LiveText data.

Since Jim DePaepe is the only one with Exhibit Room access in LiveText, he suggested that Program Coordinators/Chairs be given access to be able to review their department's progress. The CTL Director will be responsible for bringing the data to Unit Evaluation.
- Standards/Artifacts Alignment Matrices

Jim DePaepe reported that we have only 5 Standards/Artifacts Alignment Matrices. These had been requested at the meeting October 14, 2005 and were due by the end of Fall Quarter 2005. Several Task Force Members asked for a template to be able to complete the matrix for their programs. Jim asked Barbara Sisko to develop a master template based on the matrices that we have received. She will get this out to the members by at least the beginning of Spring Quarter. The masters will be available as both an Excel spreadsheet and a Word table.
- Consultant's Report
 - Conceptual Framework

One of the issues raised in the Consultant's Report was the overall understanding of the Conceptual Framework. The Coordinators who met with the Consultant felt they were being asked to recite the 8 elements. Marwin Britto asked about the role of adjuncts in conjunction with the meetings with the NCATE interviewers. Jim DePaepe said that he could take the role of an NCATE examiner in preparing for the visit.
 - Assessment System

There was a general discussion about the uses of LiveText. A question was raised regarding sharing in LiveText. Jim DePaepe informed the members that

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the students working at the LiveText Help Desk are being trained to respond to faculty needs.

- Evidence for Meeting Each Standard

A copy of the Evidence for Meeting Each Standard from the NCATE website Handbook for Accreditation Visits was discussed.

With regard to Standard 1, Candidate Knowledge, Skills, and Dispositions, Crystal Weddington pointed out that we do not receive detailed Praxis scores from ETS since we have less than 20 scores a month. They do send us the pass/fail, but not the raw data for the Student Portfolio. We rely on getting copies of those from the students.

In order to meet Standard 5, Faculty Qualifications, Performance, and Development, a template has been developed for faculty Curriculum Vitae. Forms for data and assessments are also available. Program Coordinators and Department Chairs should encourage their faculty to utilize these available resources.

OLD BUSINESS:

ADJOURNMENT: Meeting was adjourned at 3:00 PM

NEXT MEETING: The next meeting of the NCATE Task Force is Tuesday, April 4, 2006.